

अण्डमान तथा
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अण्डमान तथा निकोबार प्र' ासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय/SECRETARIAT

NOTIFICATION

Port Blair, dated the 16th February, 2011

No.62/2011/F.No. 2-23/2006/Rev.— In exercise of the powers conferred by the provision to Article 309 of the Constitution of India, read with the Govt. of India, Ministry of Home Affairs, Notification No. U-14939/2/83-ANL dated 21.02.1985 and in supersession of the previous Notifications Issued to this effect, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby makes the following rules regulating the method of recruitment to the Group 'B' (Non-Gazetted) post of **Deputy Tehsildar** in the establishment of Deputy Commissioner under Andaman and Nicobar Administration, namely :-

1. SHORT TITLE AND COMMENCEMENT:-

- (i) These rules may be called the Union Territory of Andaman and Nicobar Islands, (Group 'B' Non-Gazetted post of Deputy Tehsildar) Recruitment Rules, 2011.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY:-

The number of posts, their classification and the scale of pay attached thereto, shall be as specified in paras 2 to 4 of the Schedule annexed to these rules.

3. METHOD OF RECRUITMENT, AGE LIMIT AND OTHER QUALIFICATIONS:-

The methods of recruitment to the post, age limit, qualifications and other matters relating thereto shall be as specified in paras 5 of the Schedule aforesaid.

4. DISQUALIFICATION:-

No person —

- (a) Who has entered into or contracted a marriage with any person, having a spouse living,
- (b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post :

Provided that the Central Government may, if satisfied, that such marriage is permissible under the personal law applicable to such persons any other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of these rules.

5. POWER TO RELAX:-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, is of the opinion that it is necessary or expedient so to do, he may, by order, and for reasons to be recorded in writing and in consultation with the Union Public Service Commission, relax any of the provisions of these rules, with respect to any class or category of persons.

6. SAVING:-

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the candidates belonging to Scheduled Castes, Scheduled Tribes and other categories of persons of these Islands in accordance with the orders issued by the Central Government from time to time in this regard.

Sd./-

(Lt. General (Retd.) Bhopinder Singh)
Lieutenant Governor (Administrator),
Andaman and Nicobar Islands.

By order and in the name of the Lieutenant Governor,

Sd./-

(J.N. Roy)
Assistant Secretary (Revenue)

SCHEDULE**Recruitment Rule for the Post of Deputy Tehsildar in the establishment of
Deputy Commissioner, South Andaman**

1.	Name of the post	Deputy Tehsildar
2.	No. of posts	07 (Seven) 2010* Subject to variation dependent on workload
3.	Classification	General Central Services Group 'B' (Non-Gazetted, Non-Ministerial)
4.	Pay Band and Grade Pay/Pay Scale	PB-2 Rs. 9300-34800 + Grade Pay Rs. 4200
5.	Whether selection post or non-selection post	Selection
6.	Whether benefits of added years of service admissible under Rule 30 of CCS (Pension) Rules, 1972 ?	Not applicable
7.	Age limit for direct recruitment	Not applicable
8.	Educational and other qualifications required for direct recruitment	Not applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	NA
10.	Period of probation, if any	2 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation / transfer and percentage of the vacancies to be filled by various methods	100% by promotion
12.	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer to be made	<p>Promotion : 60% of the post amongst the Assistant Land Record Officer/Revenue Inspector in pay on PB-1 Rs. 5200-20200 with Grade Pay Rs. 2800 with 6 years regular service in the grade</p> <p>40% of the posts from amongst the Surveyor and Draftsman, Revenue Draftsman in the Pay in PB-1 Rs. 5200-20200 with Grade Pay Rs. 2800 with 06 years service in the grade</p> <p>Note: The eligibility list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade</p>

13.	If a DPC exists, what is its composition ?	Group "B" DPC (for considering promotion) consisting of:- 1. Secretary (Revenue) - Chairman 2. Secretary (Perl.) - Member 3. Secretary (Law) - Member 4. Respective DC - Co-opted Member
14.	Circumstances in which UPSC is to be consulted in making the recruitment	Not applicable
15.	Job description	Attached as Annexure to the Schedule

ANNEXURE**DUTIES AND RESPONSIBILITIES IN RESPECT OF DEPUTY TEHSILDAR**

1. Maintenance of law and order under CRPC.
2. Duties under Gram Panchayat Regulation.
3. Preparation of membership register and rearing of claim and objection.
4. Holding of special meetings of Panchayat.
5. Duties under essential commodities act (issue of ration card, checking of stocks etc.).
6. Duties of Tax recovery officers (collection of Income Tax).
7. Issue of Local Certificates, Permanent Residential Certificates etc.
8. Duties of Assistant Electoral Registration Officer under Election Manual.
9. Procurement of grains.
10. Custom duties.
11. Checking of accounts of money lenders.
12. Recovery Officer in respect of all Govt. dues.
13. Enquiry and inspecting officer of Taccavi loans, block loans, Industries loans, Agricultural loans, loan under Animal Husbandry, Social Welfare etc.
14. Charged Officer in respect of Census duties under Census Manual.
15. Charged officer live stocks census.
16. Supply of drinking water during dry season.
17. Conducting of house hold survey.
18. Supply of various statistics datas.
19. Duties of ceiling of loans.
20. Duties under Central Excise Act.
21. Duties under Sales Tax Act.
22. Inspection for rice mills.
23. Assessment of compensation under land Acquisition Act.
24. Enquiry on issue of Gun licence.
25. Reporting authority in respect of natural calamity.
26. Reception of VIPs.
27. Arrangements in connection with the national Functions.
28. Enquiry and preparation of statements indicating assessment to be submitted to collection Land Acquisition.
29. Function under Shell Fishing Regulation.
30. Any other duty assigned in public interest.